

Medicare Application Prep

Ideal for facilities wanting to dispense surgical dressings.

R.J. Hedges & Associates have been helping medical professionals and facilities get their PTAN's for over 17 years!

Our Medicare Application team can take the stress out of getting your PTAN and have documents ready for review and submission within a week.



PROCESS

- ▶ Complete the online questionnaire and upload support documents
- ▶ Partner with one of our Project Managers to fill in any missing pieces
- ▶ Review, sign, and submit the completed application via PECOS
- ▶ Prepare for an on-site visit from CMS
- ▶ Receive your PTAN and start billing

SCAN HERE
to view Online
Questionnaire



COST:
\$2,000



WHAT WE DO

- ▶ Build out your CMS-855s application and supporting documentation: CMS-588 and CMS-460 on PECOS
- ▶ Provide necessary Policy & Procedure documents, support documents, forms, instructions, and checklists to prepare for the on-site inspection from CMS.
- ▶ Provide support up to and including the time the PTAN is awarded.



PLANNING AHEAD

- ▶ Anytime there is a change of: address, ownership, name, delegated officials, authorized officials, etc., the Medicare application will need to be updated through PECOS.
- ▶ Medicare also requires revalidations every three years.
- ▶ R.J. Hedges & Associates will be here for you.



724-357-8380



sales@rjhedges.com



www.rjhedges.com

Gather the following items prior to completing the questionnaire:

- ▶ IRS Document
- ▶ Certificate of Liability
- ▶ EIN
- ▶ Facility NPI
- ▶ Type of business structure
- ▶ Registration type with IRS
- ▶ Ownership Type – Corporation or Individuals
- ▶ Owners full name, DOB, SS#, Country and State of birth, Ownership Effective Date, W-2 from the past tax year
- ▶ Banking information, including your local bank's name and address, contact person at the bank, and a voided check
- ▶ Billing information- Billing Company Name, Address, EIN, Phone #

Common Questions When Completing Medicare Applications

- ▶ **Q: Does our Certificate of Liability Insurance need to show Commercial General Liability or Professional Liability?**
 - ▶ A: It needs to show General Liability.
- ▶ **Q: Do I need to have a signed contract with Medship prior to the CMS on-site inspection?**
 - ▶ A: Yes, contact your sales rep and they should get you this along with other onsite items needed.
- ▶ **Q: Why can't I see the request to accept R.J. Hedges as a surrogate when I log into the I&A System?**
 - ▶ A: You will need to be listed as the Authorized Official or Access Manager for the company to see our request.
- ▶ **Q: How long does it take to get the results of a Corrective Action Plan?**
 - ▶ A: It can take up to 60 days.
- ▶ **Q: Do the owners need to complete the fingerprinting request?**
 - ▶ A: Yes, this needs to be completed as soon as possible.
- ▶ **Q: Do we need a Surety Bond?**
 - ▶ A: No, physicians are exempt from Surety Bonds.



Medicare Prep Questionnaire:
<https://fs27.formsite.com/zjhD3s/Physician855s/index>